

STATE OF MICHIGAN
FAMILY INDEPENDENCE AGENCY

MEMORANDUM

To: Jim Beougher, Director
Child and Family Services Administration

Date: March 14, 2001

From: Rita Barker, Director
Office of Internal Audit

Subject: Audit of Assault Crisis Center/Washtenaw County Community Mental Health
Period: 10/1/1999 – 1/31/2001
Assignment Number #2001-071

The Assault Crisis Center/Washtenaw County Community Mental Health entered into contracts # RPS-00-81001 and STOP-00-81002 with the Michigan Family Independence Agency (FIA) to provide rape prevention and other services to eligible clients, including a 24 hour hot line, direct intervention services, short term follow up counseling, ongoing support, advocacy, and community education. The Assault Crisis Center was reimbursed for actual costs incurred for this program, through submission of monthly billings to FIA. The contracts totaled \$35,000 and \$30,000 respectively, and covered the period October 1, 1999 through September 30, 2001. In fiscal year 2001 the STOP grant received a contract enhancement of \$14,000, bringing the contract total to \$44,000.

We performed an audit of the costs submitted for reimbursement by the Assault Crisis Center for the period October 1, 1999 through January 31, 2001. Our audit was conducted in accordance with the Standards for the Professional Practice of Internal Auditing, issued by the Institute of Internal Auditors. We performed audit tests that we determined were necessary to determine if costs charged were proper, accurate, documented, and charged in accordance with the terms of the contract. In addition, we reviewed client case records to determine if they contained information to document that services were provided in accordance with the terms of the contract.

Based on our audit, we concluded that the costs charged were proper, accurate, documented, and charged in accordance with the terms of the contract. We also concluded that the client case records contained information to document that services were provided in accordance with the terms of the contract.

Please contact me if you have any questions regarding this audit.

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